Government of
Saskatchewan

Annual Report
1984-85

Saskatchewan
Library

for the fiscal year ending
March 31, 1985

85-5244/

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Hon. Patricia A. Smith
Minister in charge
of Libraries

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Letters of Transmittal

To His Honour
The Honourable F. W. Johnson
Lieutenant Governor
Province of Saskatchewan

Sir,

I have the honour of submitting the annual report of the Saskatchewan Library for the year 1984-85.

Respectfully submitted,

Patricia Smith
Minister in charge

The Honourable Patricia Smith
Minister in charge of Libraries
Regina, Saskatchewan

Madam,

I have the honour of submitting the annual report of the Saskatchewan Library for the year ending March 31, 1985.

Respectfully submitted,
Karen Adams
Provincial Librarian

Highlights

A major overhaul of public library legislation was the primary undertaking at Saskatchewan Library during the year under review.

Passage of *The Saskatchewan Libraries Act, 1984* culminated many months of public hearings, consultation and discussion with the library community. The new Act replaced legislation which had been in effect since 1969.

The Act is a reflection of the library system's maturity and allows it to improve and grow in relation to the changing needs of library users in the province.

The Act reinforces the autonomy of regional libraries, strengthens local library boards, recognizes the Saskatoon, Regina and Saskatchewan libraries as provincial resource centres and defines reference centres within each library region, updates the mandate of the Saskatchewan Library and strengthens the role of the Minister's Advisory Committee.

Saskatchewan Library Board

Under the new legislation, the board has been expanded to include representatives from the urban and rural municipal associations. The board's composition reflects the Francophone, northern, and disabled interests of the province as well.

As a central advisory group to the Minister, the board's role centres on matters respecting co-operative initiatives and on the co-ordinating of library services in the province. The board also assists regions and municipalities to settle their disputes where mediation has failed.

Members appointed for a three year term are: Nick Gabruch, Paynton, Chairperson; Leola Moore, Swift Current; Vi Spencer, Craik; George Hyde, Esterhazy; Isabelle Butters, Weyburn; Peter Foga, Prairie River; Don Burton, Springwater; Beverly Tansley, Saskatoon; Edith Kerr, North Battleford; Val Kononoff, Arelee; George Cook, La Ronge; Claude Gauthier, George Bothwell and Rolland Pinsonneault of Regina.

Improved Services

A number of steps have been taken by Saskatchewan Library to make its delivery system more efficient and effective. Policies and procedures have been streamlined to shorten the turn-around time on requests. Also, streamlining procedures on overdue book notices resulted in reduced costs. New technology has improved access to and the delivery of information materials. An automated system of administering various activities in the libary will improve the efficiency within the organization. Better terms for purchase of material from publishers and distributors have been negotiated.

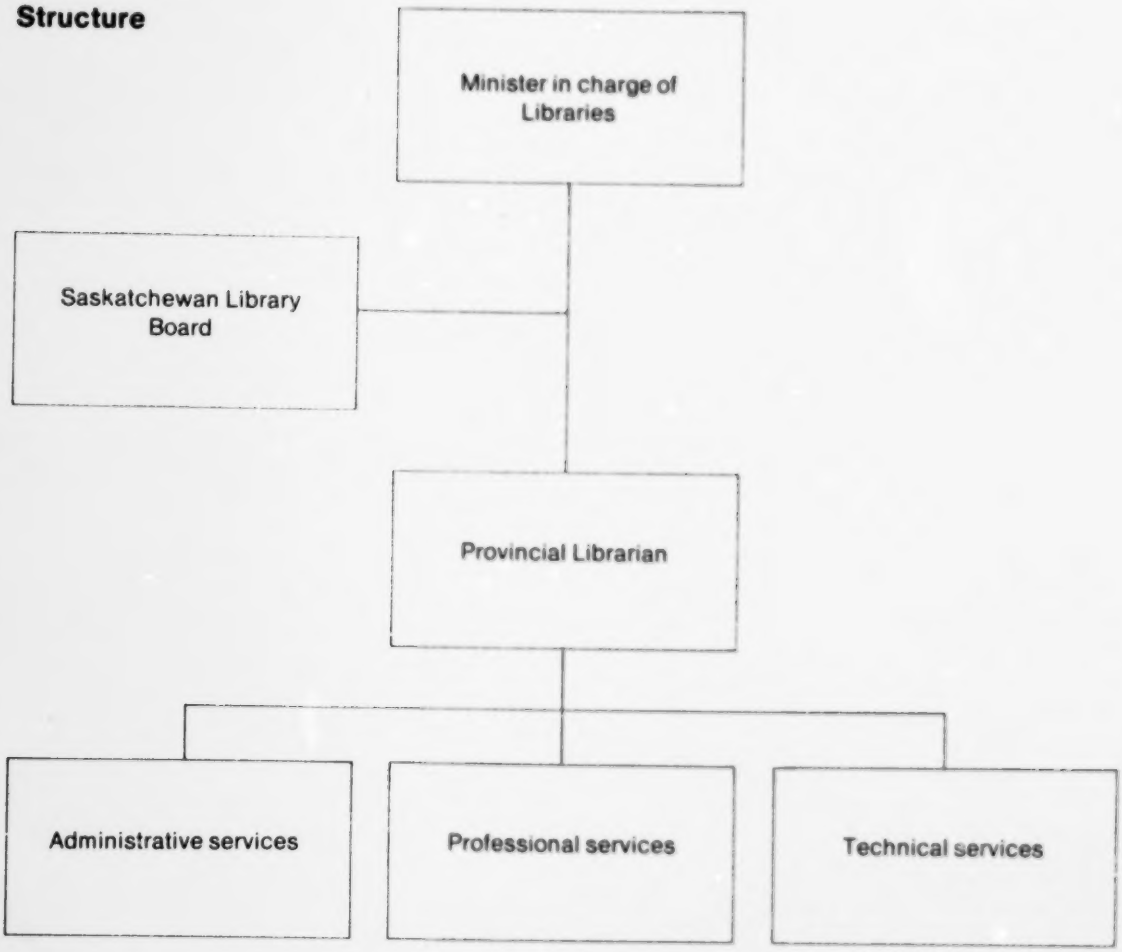
Several special service areas have been identified for program enrichment. These relate to northern residents, persons who are handicapped, children, multi-cultural groups and natives. Two co-ordinator positions have been designated for this purpose.

Organization

Objective

The Saskatchewan Library's primary objective is to ensure equal access of information to all residents of the province. It comprises three main branches; Administrative Services, Professional Services and Technical Services.

Structure



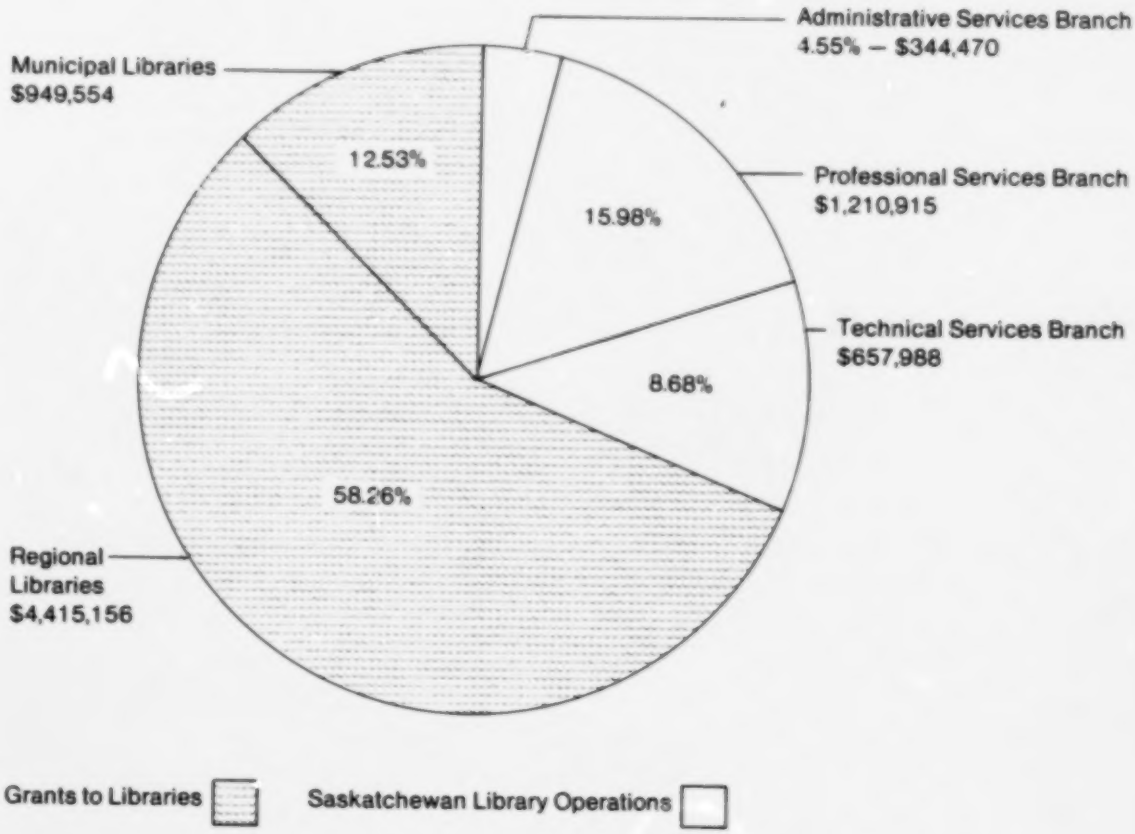
Administrative services

During the 1984-85 fiscal year, the branch completed the needs study for an office automation system for Saskatchewan Library. Hardware for the system was installed in March 1985 and training of staff in its use was begun. The effects of the system on interlibrary loans, acquisitions and grant calculations will not be fully realized until the next fiscal year.

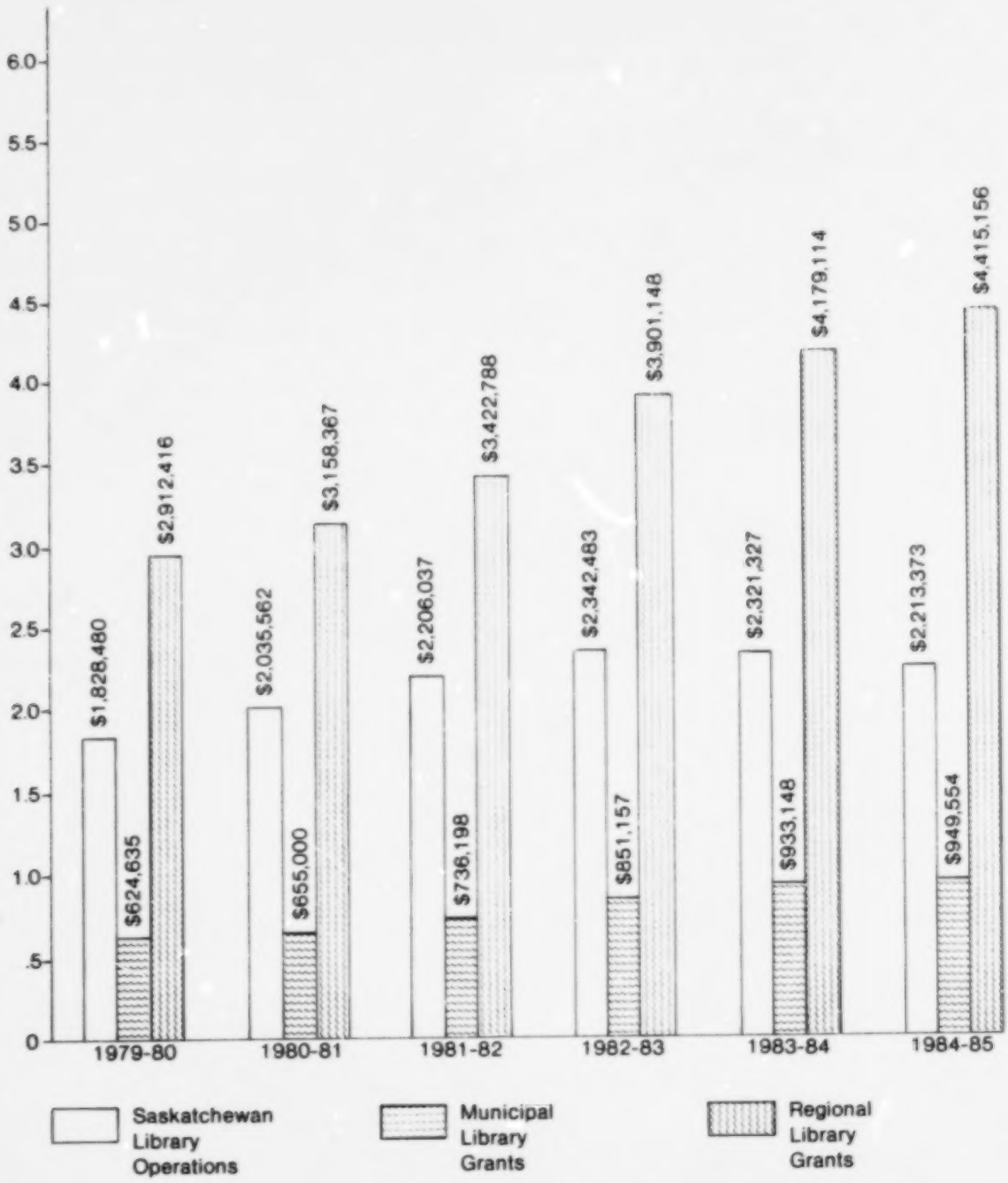
In this report, expenditure statistics for past years were converted from a calendar year to a fiscal year so as to facilitate comparison with other provincial financial statistics and to comply with the new public library legislation requirement.

The branch provides central administrative services, administers the library grant formula for regional and municipal libraries and provides public awareness support services.

Saskatchewan Library Expenditures:



Breakdown of expenditures



Professional services

To facilitate equal access to library resources for all residents, Saskatchewan library co-ordinates interlibrary loans and resource sharing among public, regional and special libraries and supplements public library collections by providing in a central collection, material for which there is significant demand but which is not available in the province. Special collections of French and heritage languages, large print and talking books, native and literacy materials are provided.

Continuing library education, province-wide author tours, research and services directly to libraries and individuals in northern Saskatchewan are an integral part of professional services.

Reference and research services

The reference unit provides a comprehensive information service in response to the thousands of inquiries received from individuals and organizations through Saskatchewan libraries.

Training workshops were held to demonstrate online computer searches for library staff, to assist in the development of libary collections, genealogy, research, and vertical files organization and maintenance.

The utilization rate for computer search services has steadily increased. In the current fiscal year, 1,378 searches were performed, an increase of 58 per cent from 871 searches done three years ago.

Another person was trained to perform computer searches bringing the number of qualified searchers to six.

Reduced connect hour rates for searches were negotiated with Bibliographic Retrieval Services by means of a shared subscription involving four other libraries.

Saskatchewan Library conducted numerous workshops demonstrating the scope and value of its computer search service in retrieving information for users.

Special publications were compiled for the first time, including a buying guide for language instruction audio visual materials, reviews of "High-Tech" journals, and the Executive Council Development list of book reviews.

Computer search demonstration

Bibliographic service

Acting as a clearing-house for all interlibrary loan requests in the province this service is central to the province-wide library network. Whenever a regional or public library is unable to fill a request for a specific book, report, or periodical it is sent to Saskatchewan Library. Staff in bibliographic service search for the existence and location of the book or document. A request is then made on behalf of the client to a holding library, whether it is in this province, Canada or elsewhere.

The total number of interlibrary loan requests received at March 31, 1985 was 89,349. This includes 69,514 title requests. Of these 75.1 per cent were filled within Saskatchewan libraries and the remaining 24.9 per cent were filled by other Canadian and North American libraries.

The turn-around time in handling requests was improved by utilizing automated access systems.

The Union List of Serials and the Union List of Films continue to be updated on a regular basis providing libraries with a complete file of materials available in the libraries of Saskatchewan thus avoiding expensive duplication and facilitating interlibrary lending.

Services are increasingly utilized by government and special libraries and directly by public servants who have no departmental library facilities. These requests, together with those resulting from increased computer literature searches have resulted in changes in the type and complexity of the requests handled by the staff, which in turn, increases the time spent on each request. A sample study made in 1984 showed that 60 per cent of the general requests are easy to handle and 40 per cent are complicated requests which require more staff time to verify. Three years ago, the ratio was 80 per cent and 20 per cent respectively.

Bibliographic service maintains a specialized collection of library science books, periodicals, bibliographic tools and pamphlet material to support the research and development work of libraries in Saskatchewan. Over 500 professional reference questions were handled during the year, ranging from "how to publicize a referendum on a new library building" to "public relations in rural library communities". To assist Saskatchewan libraries, bibliographies were compiled on library trustees, planning library buildings, and minicomputers in libraries.

Also compiled were bibliographies of French, Polish, Russian, Spanish and Vietnamese materials to encourage resource sharing of multicultural material.

Circulation

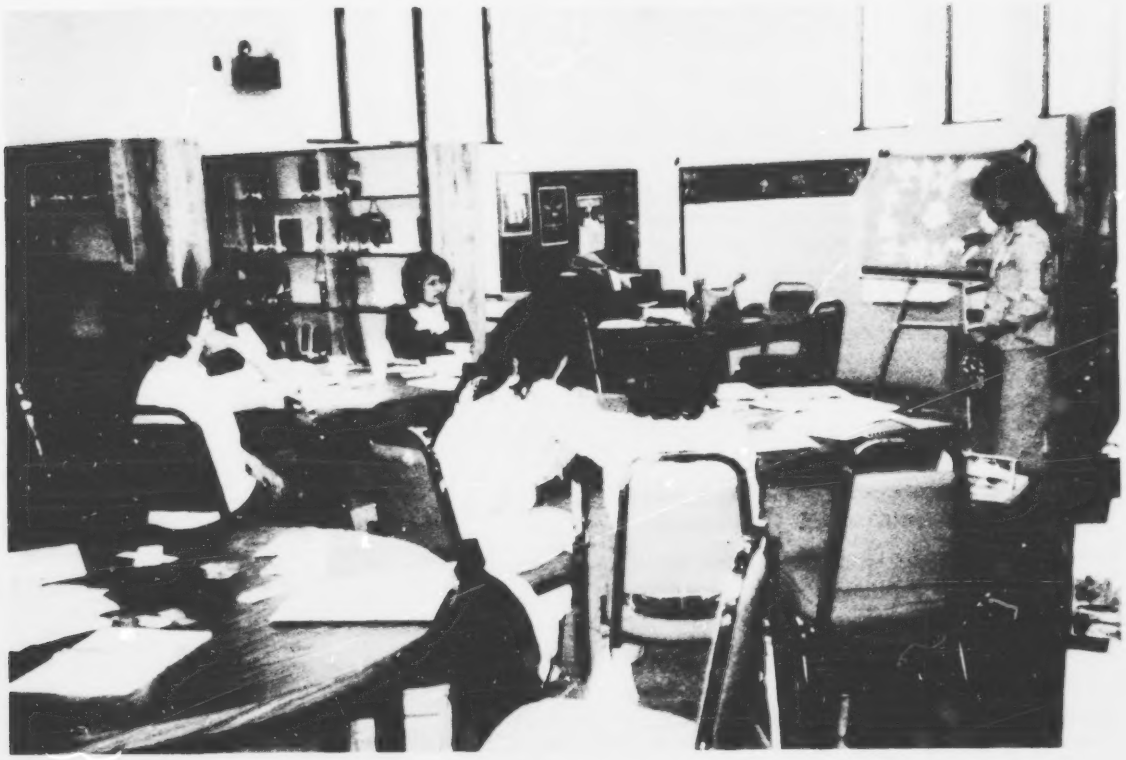
Circulation of all materials for the year ending March 31, 1985 was 193,977. All materials are packaged for delivery to the requesting libraries and on their return are shelved by the staff in this unit.

Automated circulation systems are being explored which could be introduced into the Saskatchewan Library to improve its service. Procedures on overdue and reserving library materials were streamlined to reduce costs and make them more effective.

Northern services

Library materials and professional advisory support is provided to five libraries and twelve book deposits in northern Saskatchewan. Residents who live in communities without any form of library services may borrow materials directly from the Saskatchewan Library. Selection, purchasing, processing, and distribution of materials for the northern collections are performed in Regina. The selection is primarily based on requests from northern residents and on expressed areas of interest.

The northern service is designed to improve the present delivery system to increase communication with user libraries, to provide training for local library staff and to obtain local participation in planning library services to the north.



Training workshop

Special services

A special services co-ordinator position was created in 1984, to co-ordinate library programs, services, and resources for groups in the province who have unique needs for special library materials, particularly those which cannot be provided at the regional level.

Groups targeted for special programs comprise children, persons who are handicapped, seniors and ethnic groups.

Saskatchewan Library co-ordinated a tour of ten communities by children's author, Mary Alice Downie, sponsored by the Children's Book Centre in Toronto. She gave 19 public and school readings for a total audience of 1,314 persons. Also co-ordinated by Saskatchewan Library was a tour of seven communities by French author Nadine Mackenzie, sponsored by Canada Council as part of the National Book Festival. She had a total of over 300 French-speaking children in attendance.

The Summer Reading Program has been enhanced in recent years in program development and funding. The highlight of the 1984 program was the popular storyteller and puppeteer, Peter Eyvindson, who toured the province in July and August. The program is enriched by activities organized at the regional and branch library level. The program is intended to encourage children to read and use the library during their vacation. More than 5,000 youngsters participated in the program.

Due to a more focused approach to collection development, Saskatchewan Library is purchasing materials in eight languages: French, Chinese, German, Polish, Russian, Spanish, Ukrainian, and Vietnamese. Approximately 50 per cent of the materials added are in the French language.

Through the National Library of Canada's Multilingual Biblioservice depository collection in Saskatchewan Library, development is occuring in a further ten languages.

Books are made available to ethnic groups which are widely dispersed across the province, through their local public libary.

Saskatchewan Library is continuing to develop its talking books on cassette collection, which is for the use of persons unable to use conventional print materials. These materials are made available through the public and regional library systems.

Storytelling

Large print books are also available by special request and through the regular distribution of blocks of 25 to 50 books each to libraries, nursing homes and senior citizens' centres.

Interlibrary Loans

	1983	1984 Jan.-March	1984-85
Total requests received	94,694	28,010	89,349
Title requests received	75,123	21,448	69,514
Requests from public libraries	83,315	24,581	78,189
Requests from government department and special libraries	10,163	3,022	9,723
Requests from other than Saskatchewan libraries	1,216	407	1,437
Requests filled by the Saskatchewan Library	23,593	6,125	20,069
Requests filled in the province	54,375	16,211	57,484
Requests filled out of province	21,658	5,981	22,230
Repeat requests (forwarded more than once)	—	744	10,200

Reference

	1983	1984 Jan.-March	1984-85
Total reference questions	19,281	5,667	17,990
Computer searches	995	328	1,378

Circulation

	1983	1984 Jan.-March	1984-85
Total circulation *	201,463	54,958	193,977
Special collections			
— large print	—	8,926	32,103
— talking books	—	1,166	4,153
— multilingual	—	3,427	29,640
— French	—	9,924	9,663

* Figures represent total number of individual items circulated.

Northern services

	1983	1984 Jan.-March	1984-85
Total books circulated	17,343	4,874	20,493
Books added to northern collection	1,342	343	1,468
Books added to municipal libraries and book deposits			
— blocks	3,725	—	2,240
— permanent	2,036	5	391
— paper-backs	11,377	1,197	5,516
Total	17,138	1,202	8,147

Technical services

An important step in the development of an automated Saskatchewan network that gives ready access to public library holdings and increases resource sharing was realized with the completion of the joint retrospective conversion project. The project involving Saskatchewan Library (SL), Saskatoon, and Regina Public libraries provides for online computer access to all the print holdings of the three libraries.

Microfiche catalogues of all SL print resources were made available for the first time to Saskatchewan regional and municipal libraries. The entry of the Peel Bibliography on microfiche into the SL data base significantly enriched the catalogue by the inclusion of 3500 titles providing access to an invaluable and unique source of prairie life and history. By the end of 1985, all audio-visual materials will also be a part of the catalogue. The SL card catalogue will then be closed.

The centralized card cataloguing service to regional libraries will continue. Also, the service has been extended to northern libraries in La Ronge, Buffalo Narrows and Ile a la Crosse.

Research into an in-province automated cataloguing support system continues. Utilization of an in-province host computer is being explored in keeping with the recommendation of the Saskatchewan Library Automation Team. The SL, meantime, started a study of regional library applications of microcomputers, particularly as it relates to the control of book blocks. The study, being done at the request of the regional libraries, also focuses on acquisition and circulation systems.

Saskatchewan library collections

The purchase and processing of all SL materials is the responsibility of the Technical Services Branch.

Data base entry

Cataloguing

	1983	1984 Jan.-Mar.	1984-85
Requests for cataloguing	38,167	12,836	45,567
Saskatchewan Library			
New titles catalogued	8,271	5,006	11,962
Total books and audio visual added to collection	11,751	4,414	11,965
Regional libraries			
New titles	13,783	4,915	14,603
Titles re-accessed for location additions	13,362	4,552	13,336
Saskatoon Public Library **			
New titles catalogued	10,762	2,657	8,712
Regina Public Library **			
New titles catalogued	16,132	3,433	8,442

** Cataloguing input locally using the Cataloguing Support System. Statistics on titles re-accessed for location additions not available.

Automated cataloguing costs

Library	Titles	Processing and communications	Cost per title	Product cost	Total cost
Saskatchewan Library**	11,962	$44,555	$3.72	$29,400	$ 73,956
Regional libraries	14,603	54,577	3.74	23,748	78,328
Saskatoon Public Library *	8,712	38,637	4.44	—	38,637
Regina Public Library *	8,442	47,595	5.63	—	47,395
Total amount paid by Saskatchewan Library					$238,516

* Municipal libraries input titles locally and pay for products directly.

** Saskatchewan Library cost includes interlibrary loan location searching.

Public Library System

Chinook Regional Library — 37 branches, 1 bookmobile
1240 Chaplin Street West
Swift Current, S9H 0G8

There are 98 participating municipalities in the region including one city, 13 towns, 41 villages, 42 rural municipalities, and one Indian band.

Lakeland Library Region — 39 branches, 1 bookmobile, 11 book deposits
Box 813
North Battleford, S9A 2Z3

There are 78 participating municipalities in the region including one city, ten towns, 28 villages, 28 rural municipalities, ten Indian bands, and one hospital.

Palliser Regional Library — 22 branches, 6 book deposits
Box 2500
Moose Jaw, S6H 6Y2

There are 73 participating municipalities in the region including one city, nine towns, 33 villages, 27 rural municipalities, two colleges, and a Canadian Forces Base.

Parkland Regional Library — 54 branches, 2 bookmobiles, 10 book deposits
95A Broadway Street West
Yorkton, S3N 0L9

There are 146 participating municipalities in the region including two cities, 24 towns, 62 villages, 47 rural municipalities, ten Indian bands, and a Canadian Forces Base.

Southeast Regional Library — 54 branches, 2 bookmobiles, 39 book deposits
Box 550
Weyburn, S4H 2K7

There are 138 participating municipalities in the region including two cities, 31 towns, 44 villages, 53 rural municipalities, six Indian bands, and two schools.

Wapiti Regional Library — 50 branches
145 - 12th Street East
Prince Albert, S6V 1B7

There are 86 participating municipalities in the region including two cities, 19 towns, 30 villages, 31 rural municipalities, four Indian bands, a park, a correctional centre, and a penitentiary.

Wheatland Regional Library — 37 branches, 3 bookmobiles, 28 book deposits
806 Duchess Street
Saskatoon, S7K 0R3

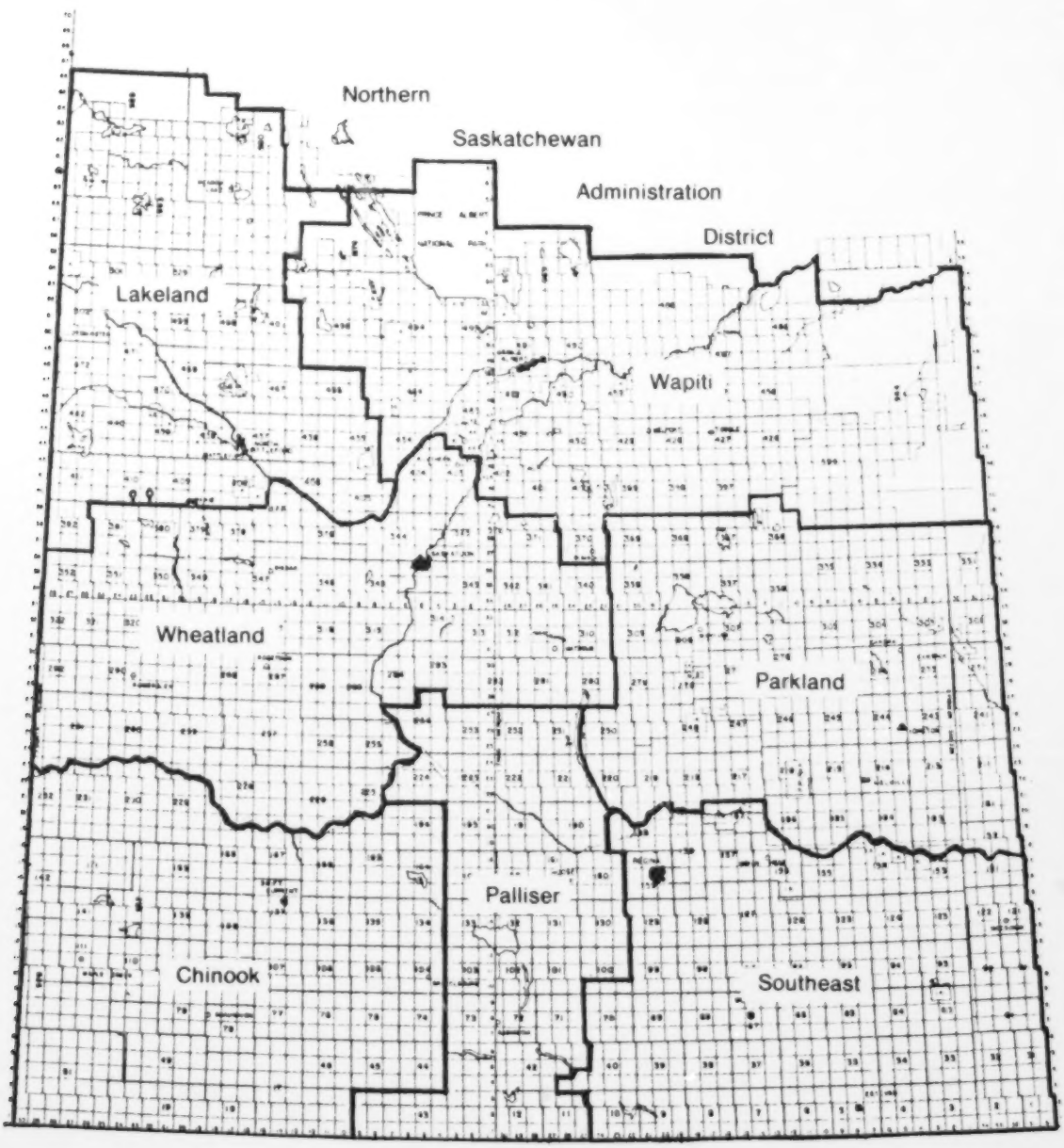
There are 137 participating municipalities in the region including 30 towns, 54 villages, 52 rural municipalities, and one Indian band.

Lloydminster Public Libary — 3 book deposits
4602 - 49th Avenue
Lloydminster, S9V 0T2

Regina Public Library — 6 branches, 3 booktrailers, 23 book deposits
2311 - 12th Avenue
Regina, S4P 3Z5

Saskatoon Public Library — 4 branches, 3 booktrailers, 42 book deposits
311 - 23rd Street East
Saskatoon, S7K 0J6

Saskatchewan
Regional Library Boundaries



Note: The towns of Unity, Adanac and Wilkie in the Lakeland Region are served by the Wheatland Regional Library.